

Compilazione del Learning Agreement ed eventuale modifica



UNIVERSITÀ DI PARMA

Come si compila correttamente un Learning Agreement (L.A.)?

- Il Learning Agreement è un contratto di studio tra studente, Università di origine e Università ospitante.
- Contiene l'elenco delle attività accademiche che prevedi di svolgere presso l'Università di Parma e, se richiesto dal tuo Ateneo, l'elenco delle corrispondenti attività che ti saranno riconosciute al rientro dall'Università di Parma.
- Si può modificare il Learning Agreement solamente se si ha la prima sezione del L.A. firmata da entrambe le Università.

Student	Last name(s)	First name(s)	Date of birth	Nationality ¹	Sex [M/F]	Study cycle ²	Field of education ³
Sending Institution	Name	Faculty/Department	Erasmus code ⁴ (if applicable)	Address	Country	Contact person name ⁵ ; email; phone	
Receiving Institution	Name	Faculty/ Department	Erasmus code (if applicable)	Address	Country	Contact person name; email; phone	
	UNIVERSITA' DEGLI STUDI DI PARMA		I PARMA01	E.I.H. P.le San Francesco, 3 43121 - Parma (Italia)	ITALIA	Dr. Alessandro Bernazzoli Head of International Relations Office incoming@unipr.it +39 0521904203	

Before the mobility

Study Programme at the Receiving Institution				
Planned period of the mobility: from [month/year] to [month/year]				
Table A Before the mobility	Component ⁵ code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue ²)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
				Total:
Web link to the course catalogue at the Receiving Institution describing the learning outcomes:				
The level of language competence⁹ in ITALIAN that the student already has or agrees to acquire by the start of the study period is: A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 ☐ <i>Native speaker</i> ☐ The level of language competence¹⁰ in ENGLISH that the student already has or agrees to acquire by the start of the study period is: A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 ☐ <i>Native speaker</i> ☐				

Recognition at the Sending Institution				
Table B Before the mobility	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent to be recognised by the Sending Institution)
				Total:
Provisions applying if the student does not complete successfully some educational components:				

Commitment

By signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties.

Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for Institutions located in Partner Countries). The Sending Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties.

The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Commitment	Name	Email	Position	Date	Signature
Student			<i>Student</i>		
Responsible person ¹¹ at the Sending Institution					
Responsible person at the Receiving Institution ¹²	Prof.		Erasmus Dept. Coordinator		

During the Mobility

Student	Last-name(s)	First-name(s)	Date-of-birth	Nationality	Sex (M/F)	Study-cycle	Field-of-education
Sending Institution	Name	Faculty/Department	Erasmus-code (if-applicable)	Address	Country	Contact-person-name; email; phone	
Receiving Institution	Name	Faculty/Department	Erasmus-code (if-applicable)	Address	Country	Contact-person-name; email; phone	
	UNIVERSITÀ DEGLI STUDI DI PARMA		PARMA01	Erasmus and International Home P.le San Francesco, 3 43121 - Parma (Italia)	ITALIA	Alessandro Bernazzoli incoming@unipr.it +39-0521904203	

Before the mobility

Dr. Alessandro Bernazzoli
Head of International Relations Office
incoming@unipr.it +39 0521904203

Contact person:

Dr. Alessandro Bernazzoli - Head of
International Relations Office

E-mail di contatto: incoming@unipr.it

Numero di telefono: +39 0521904203

Before the Mobility

TABLE A: elenco delle attività accademiche che prevedi di svolgere presso l'Università di Parma

Scrivere il codice
che si trova nella
pagina web del
corso (COD.xxxxxx)

TABLE B: elenco delle attività corrispondenti che ti saranno riconosciute al rientro dalla tua Università di origine

[illegible]

Scrivere il nome del
corso nella lingua di
insegnamento

Indicare il numero dei crediti indicati nella pagina web del corso (CFU)

Indicare il semestre in cui si svolge il corso (es. I semester-II semester-Full year)

È obbligatorio indicare il livello relativo alla lingua degli insegnamenti che si intendono frequentare

Commitment	Name	Email	Position	Date	Signature
Student			Student		
Responsible person at the Sending Institution					
Responsible person at the Receiving Institution					

Nome e cognome del Coordinatore di Dipartimento

E-mail del Coordinatore:

nome.cognome@unipr.it

Scrivere: Departmental Coordinator

La lista dei coordinatori è pubblicata nella pagina web dedicata agli studenti stranieri in scambio

(www.unipr.it) → INTERNAZIONALE → STUDENTI EUROPEI ED INTERNAZIONALI DI SCAMBIO)

Come si compila correttamente la sezione di modifica del Learning Agreement (During the Mobility)?

Eventuali modifiche possono essere presentate una sola volta per ogni semestre, **entro un mese dall'inizio** dei corsi presso il proprio Dipartimento, utilizzando l'apposita sezione di modifica presente nel modulo del Learning Agreement, sezione: **During the Mobility**.

Assicurati che una copia del Learning Agreement e dell'eventuale modifica (entrambe complete di tutte le firme) sia depositata presso l'Erasmus and International Home entro la scadenza.

Modifiche al Learning Agreement

During-the-Mobility

Esame eliminato 1

Esame eliminato 2

Table-A2
During-the-mobility

Exceptional changes to Table-A1
(to be approved by signature by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)

Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick-if-applicable]	Added component [tick-if-applicable]	Reason for change	Number of ECTS credits (or equivalent)
.....		☒	☐		
.....		☐	☒		
.....		☒	☐		
.....		☐	☒		
.....		☐	☐		
.....		☐	☐		
.....		☐	☐		
.....		☐	☐		
.....		☐	☐		
.....		☐	☐		
.....		☐	☐		

Il Codice corso è **obbligatorio**

Esame aggiunto 1

Esame aggiunto 2

Commitment	Name	Email	Position	Date	Signature
Student			Student		
Responsible-person-at-the-Sending-Institution					
Responsible-person-at-the-Receiving-Institution					

Nome e cognome del Coordinatore di Dipartimento

E-mail del Coordinatore:

nome.cognome@unipr.it

Scrivere: Departmental Coordinator

La lista dei coordinatori è pubblicata nella pagina web dedicata agli studenti stranieri in scambio

(www.unipr.it → INTERNAZIONALE → STUDENTI EUROPEI ED INTERNAZIONALI DI SCAMBIO)

La nota 12 descrive i codici relativi alle motivazioni delle modifiche al Learning Agreement da indicare nella colonna «Reason for change» della sezione During the Mobility

11. **Responsible person at the Receiving Institution:** the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document. ¶

12. **Reasons for exceptional changes to study programme abroad (choose an item number from the table below): ¶**

<i>Reasons for deleting a component</i>	<i>Reason for adding a component</i>	
1. Previously selected educational component is not available at the Receiving Institution	5. Substituting a deleted component	¶
2. Component is in a different language than previously specified in the course catalogue	6. Extending the mobility period	¶
3. Timetable conflict	7. Other (please specify)	¶
4. Other (please specify)		¶

13. **Responsible person at the Sending Institution:** an academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body. The name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document. ¶

In sintesi

- Il L.A. (così come l'eventuale modifica) deve essere completo di tutte le firme (studente, Università di provenienza ed Università ospitante)
- Assicurarsi che una copia del L.A. (e dell'eventuale modifica) sia depositata presso l'Erasmus and International Home
- SCADENZA: l'eventuale modifica del L.A. deve essere completata e consegnata entro un mese dall'inizio dei corsi
- Si può effettuare solo una modifica del L.A. per semestre
- Nel L.A. o nella modifica ricordati di inserire l'eventuale corso di italiano e/o Teaching Placement



UNIVERSITÀ DI PARMA

www.unipr.it